



TOWNSHIP OF BLOOMFIELD

New Jersey

1 Municipal Plaza • Bloomfield, New Jersey 07003

www.bloomfieldtwpnj.com

POSITION: KENNEL ATTENDANT P/T

Department: Bloomfield Animal Shelter

Brief Description:

We are looking for a part time kennel attendant. Includes weekends and holidays.

- Provides excellent customer service: greets all shelter visitors upon arrival, assists with adoptions and animal intakes as trained
- Ensures that animals are fed, groomed and exercised daily according to shelter procedures and veterinarian's instructions
- Keeps the shelter clean and sanitized daily by adhering to proper sanitation procedures and safety guidelines
- Washes, dries and folds laundry; cleans bowls and litter pans
- Documents food and water intake and excretions; notifies Shelter management and veterinarian about abnormalities according to shelter procedures.
- Properly handles and restrains all breeds, sizes, and temperaments of animals
- Maintains equipment in a proper working order and brings to attention of management equipment that needs repair
- Performs other duties as assigned

Hourly Rate: \$15.00 per hour, not to exceed 29 hours per week

Qualifications: Must be at least 18 years of age, valid NJ driver's license preferred and a high school diploma or equivalent

How to Apply: Please forward resume, cover letter and completed application with copy of credentials to:

Jacqueline Gabriele, Assistant to Support Services Director, jgabriele@bloomfieldnjpd.com

Closing Date: TBD
